

# भारत का राजपत्र The Gazette of India



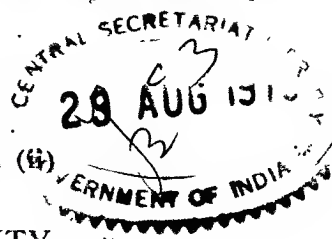
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भाग II—खण्ड 3—उपखण्ड (ii)

PART II—Section 3—Sub-section (ii)

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इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके।

Separate paging is given to this Part in order that it may be filed as a separate compilation.

## CABINET SECRETARIAT

(Department of Cabinet Affairs)

### NOTIFICATION

New Delhi, the 3rd August 1970

**S.O. 2667.**—In exercise of the powers conferred by clause (3) of article 77 of the Constitution, the President hereby makes the following rules further to amend the Government of India (Allocation of Business) Rules, 1961, namely:—

1. *Short title and commencement.*—(1) These rules may be called the Government of India (Allocation of Business) (Eighty-fifth Amendment) Rules, 1970.

(2) They shall come into force at once.

2. In the First Schedule to the Government of India (Allocation of Business) Rules, 1961,—

(a) for entry 9 the following entry shall be substituted, namely:—

“9. Ministry of Industrial Development and Internal Trade:

(i) Department of Industrial Development.

(ii) Department of Internal Trade.”;

(b) after entry 21 the following entry shall be inserted, namely:—

“21A. Department of Company Affairs.”;

3. In the Second Schedule to the Government of India (Allocation of Business) Rules, 1961,—

(a) under the heading “MINISTRY OF HOME AFFAIRS”,

(i) entries 17, 18, 32A, 45, 45A, 47, 48, 50, 51, 52A, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 70, 71 and 73 shall be omitted;

(ii) for entry 32, the following entry shall be substituted, namely:—

"32. The Intelligence Bureau; Crime Records Division the Central Forensic Science Laboratory, the Research Division, the Inter-Pol. Division and the Statistics Division of the Central Bureau of Investigation.";

(iii) for entry 43, the following entry shall be substituted, namely:—

"43. Matters relating to the Central Police Training College, the Central Detective Training School, the Central Finger Print Bureau, the Central Emergency Relief Training Institute and the National Fire Service College.";

(iv) for entry 49 the following entry shall be substituted, namely:—

"49. Matters relating to Indian Police Service including I.P." ,

(v) for entry 72, the following entry shall be substituted, namely:—

"72. Official dress.";

(vi) after entry 99, the following entry shall be inserted, namely:—

"99A. Requisitioning of the services of Government servants for any duty during the period of operation of any Proclamation issued under clause (1) of article 352 of the Constitution.";

(b) for the heading "MINISTRY OF INDUSTRIAL DEVELOPMENT, INTERNAL TRADE AND COMPANY AFFAIRS", the heading "MINISTRY OF INDUSTRIAL DEVELOPMENT AND INTERNAL TRADE" shall be substituted and under the heading as so substituted the sub-heading "C. DEPARTMENT OF COMPANY AFFAIRS" and the entries thereunder shall be omitted;

(c) after the heading "DEPARTMENT OF COMMUNICATIONS" and the entries thereunder, the following heading and entries shall be inserted, namely:—

"DEPARTMENT OF COMPANY AFFAIRS

1. Administration of the Companies Act, 1956.

2. Administration of the Monopolies and Restrictive Trade Practices Act, 1969.

3. Profession of Accountancy (Chartered Accountants Act, 1949). Profession of Costs and Works Accountancy and Company Secretaryship.

4. Collection of Statistics relating to Companies.

5. Legislation relating to law of Partnership, and the exercise of certain functions under Chapter VII of the Indian Partnership Act, 1932 in centrally administered areas. (The administration of the Act vests in the State Governments).

6. Commission of Inquiry.

7. The responsibility of the Centre relating to matters concerning centrally administered areas in respect of any of the above items.";

(d) under the heading "CABINET SECRETARIAT",

(i) under the sub-heading "A. Department of Cabinet Affairs" entry 3 shall be omitted;

(ii) under the sub-heading "D. Department of Personnel" the following entries shall be inserted, namely:—

"I. Recruitment, Promotion and Morale of the Services.

1. Reservation of posts in Services for certain classes of citizens.

2. General questions relating to recruitment, promotion and seniority pertaining to Central Services except Railway Services and Services under the control of the Department of Atomic Energy.

3. General policy regarding age limits, medical standards, educational qualifications and recognition of non-technical degrees/diplomas for appointment to Government service.

4. General policy matters regarding classification of posts and grant of gazetted status in relation to Services other than Railway Services.

5. Recruitment of ministerial staff for the Government of India Secretariat and its Attached offices except that for the Ministry of Railways and the Department of Atomic Energy.

6. Appointment of non-Indians to Civil posts under the Government of India except posts under the Ministry of Railways and the Department of Atomic Energy.

7. General policy regarding employment assistance to persons of Indian origin coming from various countries.

8. Concessions to War Service candidates in respect of appointments to Civil Posts and Services.

9. General policy regarding resettlement of displaced Government servants from areas now in Pakistan, and retrenched temporary employees.

10. Concessions to political sufferers in the matter of first appointment or re-appointment to the Public Services.

11. General policy regarding grant of extension to or re-employment of superannuated officers.

12. Issue of certificates of eligibility for appointment to Civil Services and Posts under the Union in respect of persons other than Indian citizens.

13. (a) Deputation of Indian experts abroad under the Indian Technical and Economic Co-operation Programme of the Ministry of External Affairs and on bilateral basis to the developing countries of Asia, Africa and Latin America.

(b) Deputation of officers for placements with the United Nations and its allied agencies, as also with other international agencies, like ILO, FAO, etc.

14. General policy regarding verification of character and antecedents—suitability of candidates for appointment to Government service.

15. Policy matters relating to issue of 'no objection' certificates to serving personnel for registration with the Employment Exchange for higher posts.

16. Matters relating to Personal Staff of Ministers.

17. Re-deployment of staff rendered surplus in Central Government offices as a result of—

(i) administrative reforms;

(ii) studies made by the S.I.U.;

(iii) winding up of long-term but temporary organisations.

18. Advising Ministries on proper management of various cadres under their control.

## II. Training.

19. (a) Formulation and co-ordination of training policies for the All-India and Central Services.

(b) National Academy of Administration and Secretariat Training School.

(c) Training programmes for the Indian Administrative Service, Central Secretariat Service, Indian Economic Service and Indian Statistical Service.

(d) Preparation and publication of training material and of information of training techniques, facilities and programmes.

(e) Liaison with training institutions within the States and abroad.

(f) Refresher and special courses for Middle and Senior Management levels.

## III. Vigilance and Discipline.

20. (a) The Prevention of Corruption Act, 1947; Enforcement, *viz.*, investigation, adjudication and prosecution of cases arising out of breaches, under the Foreign Exchange Regulation Act, 1947; the Central Bureau of Investigation (the Delhi Special Police Establishment including the Legal Division, the Technical Division, the Policy Division and the Administration Division); the Food Offences Wing; the Economic Offences Wing and the Directorate General of Revenue Intelligence-cum-Directorate of Enforcement.

(b) Accord of sanction for the prosecution of any person for any offence investigated into by the Delhi Special Police Establishment where such sanction is required to be accorded by the Central Government.

Note:—Sanction for the prosecution of any person for any offence not investigated into by the Delhi Special Police Establishment shall be accorded by the

Administrative Department where such sanction is required to be accorded by the Central Government.

(c) Central Vigilance Commission.

(d) All policy matters pertaining to vigilance and discipline among public servants.

(e) Relationship between members of Parliament and the Administration; Matters relating to the Code of Conduct for Legislators.

#### IV. Service Conditions.

21. General questions (other than those which have a financial bearing) including Conduct Rules relating to All India and Union Public Services except in regard to services under the control of the Ministry of Railways and the Department of Atomic Energy.

22. Conditions of service of Central Government employees (excluding those under the control of the Ministry of Railways and the Department of Atomic Energy) other than those having a financial bearing and in so far as they raise points of general service interests.

23. Leave travel concession for civil employees other than Railway employees.

24. The Central Services (Temporary Service) Rules, 1949.

25. General policy regarding retrenchment and reversion of temporary Government servants except those under the Ministry of Railways.

26. Administration of the Central Services (Safeguarding of National Security) Rules.

27. Uniforms for Class IV and other Government servants in the Central Secretariat and its attached offices.

28. Working hours and Holidays for Government of India offices.

29. Administration of service rules with financial content under specific delegation made by the Ministry of Finance.

30. Advice on proposals in respect of the Ministry of Finance relating to the number or grade of posts or to the strength of a service or to the pay and allowances of Government servants or any other conditions of their service having financial implications.

31. General policy regarding reimbursement of legal expenses incurred by Government servants.

32. Proposals for grant of ex-officio Secretariat status.

33. Government servants having families in Pakistan—cases regarding grant of permission to Government servants to visit Pakistan.

34. Honorary appointments of persons in civil posts.

35. Oath of allegiance to the Constitution.

#### V. Senior and Middle Managements.

36. All aspects of Senior Management (i.e. Joint Secretaries and above and their equivalents) including development of personnel for it.

37. (a) Establishment Officer to the Government of India.

(b) Appointments Committee of the Cabinet.

(c) Central Establishment Board.

(d) Career Development for Middle Management (i.e. Directors, Deputy and Under Secretaries and their equivalents).

#### VI. Grievances and Staff Welfare.

38. (a) Service Associations of the employees of the Government of India.

(b) Joint Consultative Machinery; Departmental Council for the Department of Personnel.

(c) Machinery for the redress of staff grievances.

(d) Staff welfare including sports, cultural activities, Grih Kalyan Kendras, Canteens, Co-operative Stores, etc.

**VII. Union Public Service Commission.**

39. Union Public Service Commission.

**VIII. Centralised aspects of managing IAS, inter-Ministry cadres, including career Planning for the Members thereof.**

40. (a) Creation of new All India Services.

(b) Rules and Regulations under the All India Services Act.

(c) All matters relating to the Indian Administrative Service including the Indian Civil Service.

(d) All India Civil List and History of Services.

(e) Central Secretariat Service (Re-organisation and Re-enforcement) Scheme, Central Secretariat Stenographers' Service Scheme and Central Secretariat Clerical Service Scheme.

(f) Indian Statistical Service and Indian Economic Service.

**IX. Career Planning.**

41. (a) General policy questions regarding career planning for the All India and Central Government Services.

(b) All matters pertaining to the career planning for the IAS, Central Secretariat Services, Indian Statistical Service and Indian Economic Service.

**X. Personnel Management Agencies.**

42. Co-ordination of the Work of personnel management agencies within various Ministries.

**XI. Research in Personnel Administration, etc.**

43. Research in Personnel Administration; liaison with State Governments, professional institutions etc. in personnel matters."

V. V. GIRI,

President.

1-8-1970.

[No. 74/3/1/CF-70.]

J. S. MONGIA, Jt. Secy

